

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, July 8, 2011

The regular meeting of the Mississippi Community College Board was held at 9:00 a.m. on Friday, July 8, 2011, at the Beau Rivage Conference Center in Biloxi, Mississippi.

Members present: Mr. Bubba Hudspeth, Chair; Mrs. Patricia Dickens, Vice-Chair; Mr. Bobby Steinriede; Mr. Duncan McKenzie; Mr. Max Huey; Mr. Chip Crane; Ms. Toni Cooley; Mr. Ed Perry, and Mr. Tom Gresham. *Members not present: Mr. Bruce Martin.*

MCCB Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Shawn Mackey, Mr. Ray Smith, Dr. Joan Haynes, Dr. Christian Pruett, Mr. Kell Smith, and Mrs. Cynthia Jiles.

Guests in attendance: Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Edward Jordan, Director of P-20 Initiatives, IHL; Dr. Scott Elliott, President of Meridian Community College and MACJC; Dr. Mary S. Graham, President of MS Gulf Coast Community College; and Dr. Ed Davis; Mississippi State University.

CALL TO ORDER

Chairman Bubba Hudspeth called the meeting to order at 9:00 a.m. and read the meeting notice for the August 18 and 19, 2011, MCCB Board Meetings.

MEETING NOTICE

The Mississippi Community College Board Committee of the Whole dinner meeting will be held Thursday, August 18, 2011, at Huntington's Grill at 6:00 p.m. The meeting will reconvene in the Hattiesburg Room of the Hilton Hotel at 7:00 p.m. that same evening. The regular monthly meeting of the Mississippi Community College Board will be held at 9:00 a.m., Friday, August 19, at the Mississippi Community College Board, 3825 Ridgewood Road, Room 507 of the Education and Research Center in Jackson, Mississippi.

PRELIMINARIES

Chairman Hudspeth welcomed all board members and visitors and then asked Kell Smith to provide the Invocation.

Approval of June 16 and 17, 2011 Meeting Minutes

In a motion made by Mrs. Patricia Dickens and seconded by Mr. Chip Crane, the MCCB Board **voted unanimously** to approve the minutes, of the June 16 and 17, 2011, MCCB Board meetings.

Approval of Agenda

In a motion made by Mr. Duncan McKenzie and seconded by Mr. Chip Crane, the MCCB Board **voted unanimously** to approve the agenda.

REPORTS/ACTIONS

Executive Director's Report

Dr. Clark began his report by welcoming all board members and guests to the first ever meeting of the "Mississippi Community College Board."

Dr. Clark presented three resolutions for approval: **Exhibit A1**-- honoring Mr. George Walker, **Exhibit A2**-- honoring Senator Jack Gordon, and **Exhibit A3**-- honoring Speaker Billy McCoy.

In a motion made by Mr. Chip Crane and seconded by Ms. Toni Cooley, the MCCB Board **voted unanimously** to approve the resolutions for Mr. George Walker, Senator Jack Gordon, and Speaker Billy McCoy.

Dr. Clark reported to the Board that he has been in conversations about creating an annual workforce training award in honor of Mr. George Walker. We will establish a committee to design the award criteria and provide an update to the Board at the August board meeting.

Exhibit A4 is a resolution, drafted by Colleen Hartfield, Hinds CC, asking the U.S. Congress to provide adequate funding for Pell Grants. Dr. Clark asked the Board to endorse the resolution prior to its presentation to the Trustees Association.

In a motion made by Mrs. Patricia Dickens and seconded by Mr. Duncan McKenzie, the MCCB Board **voted unanimously** to endorse the resolution in support of Pell Grants.

Dr. Clark reported that Mr. Raul Fletes has accepted the position of Assistant Director of Research and Planning and is scheduled to begin August 1st. Dr. Clark stated that we have received 23 applications for the Director of Proprietary School and College Registration position and plan to begin interviews next week.

Dr. Clark reported that Jobs for Mississippi Graduates and Mississippi Public Broadcasting are currently seeking to fill their open Director's positions. He expects the decision on the MPB executive to be made soon.

Relocation of the 6th floor staff due to building renovations began two weeks ago and Dr. Clark asked Dr. Edward Jordon to report to his agency that the IHL staff was very accommodating during this move.

Dr. Clark commended Ray Smith and his staff for their timely work on the upgrades to the computer systems prior to the move and meeting the deadline for the 6th floor relocation.

Dr. Clark deferred to Kell Smith to report on the recognition of retirees from the community colleges.

Kell Smith reported that the first half of the year numbers show 149 community college retirees with more than 3,000 years of service; an average of 20 years per retiree. With 26, Hinds CC had the largest number of retirees.

Dr. Clark reported that on Thursday, June 23rd, he attended a reception honoring Dr. Oliver Young's retirement from Southwest CC; he spoke at the Mississippi Community College Leadership Academy dinner on Sunday, June 26th, and attended the Wednesday session, June 29th. He has attended a series of meetings on BluePrint Mississippi with a goal to write a new economic development for the State by the November elections. Dr. Clark; Dr. Boyce of Holmes CC; and Dr. Smith of Jones County Junior College met with Dr. Bounds about the Education Achievement Council's report card regarding the grading of community colleges. He and Dr.

Mackey plan to meet July 8th with a representative from British Petroleum. July 27th-28th he plans to travel to Washington D.C. to meet with our Congressional delegation and staff.

Dr. Clark asked the Board members to continue presenting our case for Mid-Level Funding to candidates for Governor, Lt. Governor, and the Legislature.

MACJC Report

Dr. Scott Elliott began his report with the news that Pearl River CC was named one of the top 120 colleges in the United States. Pearl River CC is now a finalist in the one million dollar *Asking Prize for Community College Excellence* award.

Dr. Elliott provided additional information for the following community colleges: Hinds CC, Itawamba CC, Coahoma CC, MS Delta CC, Copiah-Lincoln CC, East Central CC, Northeast MS CC, Jones County Junior College, and Meridian CC. Dr. Elliott concluded his report.

Career and Technical Education Report

Dr. Shawn Mackey greeted board members and presented **Exhibit B**, the official request for Board approval of the 2011 Workforce Policy Manual.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the 2011 Workforce Policy Manual.

Exhibit C is the official request for Board approval of the 2011 Paramedic Curriculum Revision.

In a motion made by Mr. Max Huey and seconded by Mrs. Patricia Dickens, the MCCB Board **voted unanimously** to approve the 2011 Paramedic Curriculum Revision.

Exhibit D1 is a program request for a Technical Certificate option in the Electronics & Related Technology: Electronic Technicians program for East Mississippi Community College.

In a motion made by Mr. Max Huey and seconded by Mrs. Patricia Dickens, the MCCB Board **voted unanimously** to approve the new Technical Certificate option in the Electronics & Related Technology: Electronic Technicians program for East Mississippi Community College.

Exhibit D2 is a program request for an AAS Degree option for the Collision Repair Technology program for Northeast Mississippi Community College.

In a motion made by Mrs. Patricia Dickens and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the program request for an AAS Degree option for the Collision Repair Technology program for Northeast Mississippi Community College.

Exhibit D3 is a request for a new option to deliver the Practical Nursing program in a different format—entitled: the Practical Nursing Evening/Weekend Certificate Program for Meridian Community College.

In a motion made by Mr. Max Huey and seconded by Mr. Tom Gresham, the MCCB Board **voted unanimously** to approve delivering the Practical Nursing program in a different format—entitled: the Practical Nursing Evening/Weekend Certificate Program for Meridian Community College.

Exhibit D4 is a new Career-Technical training program to offer a certificate and degree for an Entrepreneurship program for Jones County Junior College.

In a motion made by Ms. Toni Cooley and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the certificate and degree Entrepreneurship program for Jones

County Junior College.

Workforce Report

Dr. Mackey presented **Exhibit E1**, the standard Workforce Budget Report. This report shows all colleges to be in good standing. **Exhibit E2** is the WET Fund Revenue Report. This is for information only and does not require board approval.

Grants and Related Activities Report

Dr. Mackey presented **Exhibit F1**, the Career Readiness Certificates chart displays a total of 18,910 certificates issued for FY 2011. **Exhibit F2** is the standard Grants reports. This is the grant that received funding from MDES in the amount of \$300,000.00. Currently, the agency has already obligated \$279,100.00 of that contract. This is money spent on Career Readiness Certificates (CRC's).

Dr. Mackey concluded his report.

Academic Affairs Report

Dr. Joan Haynes presented **Exhibit G, Exhibit H, Exhibit I, and Exhibit J**, the summary report for the June 14th meeting of the Commission on Proprietary School and College Registration. The Commission approved two initial registration applications for new institutions, one initial registration application for an online distance education program, three registration renewals, 25 agent permit renewals, thirteen initial agents permits from nine different schools, twelve agent renewals from ten different schools, approved five new programs of study, and approved 26 new instructors. Fees collected in June totaled \$11,657.00; year-to-date total of \$101,064.11. Presently, there are 43 registered proprietary schools; 32 in-state and eleven out-of-state.

Dr. Haynes concluded her report.

Technology Report

Mr. Ray Smith reported to the Board that he and his staff provided the community colleges a plan for increased bandwidth internet utilization as of July 1st. This plan consists of upgrades to the community college's main internet circuit to each main campus. This works to double available bandwidth and doubles the economies of the scale that the colleges share. Mr. Smith is working to upgrade the current 750MG pipe to 2G pipe by fall 2011. This represents a 150 percent increase in bandwidth, thus making the community college system the largest logical network in state government. The increased bandwidth will be recognized in the colleges' ability to increase the efficiency of online education, internet research, and general internet usage.

Mr. Smith concluded his report.

eLearning and Instructional Technology Report

Dr. Christian Pruett reported that he is working with MACJC to develop recommendations to combat the rising costs of textbooks. The goal is to deliver content to students in ways that reach students where they are at a much lower cost. MCCB held a meeting on July 6th to address these concerns. McGraw Hill, Pearson, and Cengage were in attendance to participate in these discussions. There were three options presented: 1) to stay with printed textbooks; this represents no change to the current method of presenting learning and reference materials; 2) move to e-books, a digital copy of the required textbooks; or 3) integrate digital technology with desired learning and Blackboard. This last option will allow students to log-in and access all materials related to the course and represents a 35-60 percent cost savings in comparison to printed textbook costs.

In Deborah Gilbert's report, MVSCC is requesting a contract with Copiah-Lincoln CC to provide Mississippi Electronic Libraries Online (MELO) support services for MSVCC. The annual amount of the contract is \$120,000.00 this is a \$15,000.00 increase from last year's request.

Dr. Pruett concluded his report.

Deputy Executive Director Report, Programs and Accountability

Dr. Debra West reported that she is working with Rebekah Staples of Governor Barbour's office on the United State's Department of Education's pilot initiative to relax federal rules regarding federal financial aid eligibility for several training programs that lead to credentials and livable wages. The goal is to provide shorter training terms and federal financial aid for these programs.

Community colleges currently operate under typical requirements of 600 contact instruction hours over a minimum of sixteen weeks. Dr. West and her team proposed 160 contact hours of instruction over a minimum of eight weeks. This was met with a positive response from the United States Department of Education and the Governor's office. The United States Department of Education's representative recommended a decrease from 160 to 150 contact hours and invited MCCB to participate in the next round of pilot initiatives. Dr. West stated that MCCB will pursue participation in the financial aid pilot program.

Dr. Debra West concluded her report.

Deputy Executive Director Report, Finance and Administration

Mrs. Deborah Gilbert presented the Finance report, as follows:

Attachment 1 is the approval request for the 2011 General Fund Disbursements out of Fund 2298 in the amount of \$9,784,131; August 2011, and \$9,784,131; September 2011.

In a motion made by Mr. Chip Crane and seconded by Mrs. Patricia Dickens, the MCCB Board **voted unanimously** to approve the 2011 General Fund Disbursements out of Fund 2298 in the amount of \$9,784,131; August 2011, and \$9,784,131; September 2011.

Attachment 2 is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,090,872.00, and Fund 4110 in the amount of \$82,112.00, totaling \$3,172,984.00, effective July 31, 2011.

In a motion made by Mr. Max Huey and seconded by Ms. Toni Cooley, the MCCB Board **voted unanimously** to approve the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,090,872.00, and Fund 4110 in the amount of \$82,112.00, totaling \$3,172,984.00, effective July 31, 2011.

Attachment 3 is the update on Education Enhancement Funds. This is for informational purposes only and does not require approval.

Attachments 4a and 4b are the Financial Statements for Funds 2291 and Special Funds as of June 30, 2011. Attachment **4a** is general fund information and Attachment **4b** is special fund information. This does not require approval.

Attachment 5a, 5b, and 5c are requests for the Purchasing Approvals. **5a**--Contract with Copiah-Lincoln CC to negotiate databases and to provide Mississippi Electronic Libraries Online (MELO) support services for the MSVCC. The Annual amount of the contract is \$120,000.00. **5b**- Contract with IHL/MARIS to provide statewide Geospatial site licenses – July 1, 2012- June 30, 2012 - \$37,626.00. **5c**- Contract with Mississippi State University/Research and Curriculum

Unit for services rendered in the Jobs for the Future (JFF) grant award with MCCB- \$168,000.00.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the MCCB Board **voted unanimously** to approve the Purchasing Approvals: **5a-** Contract with Copiah-Lincoln CC to negotiate databases and to provide Mississippi Electronic Libraries Online (MELO) support services for the MSVCC. The Annual amount of the contract is \$120,000.00. **5b-** Contract with IHL/MARIS to provide statewide Geospatial site licenses – July 1, 2011- June 30, 2012 - \$37,626.00. **5c-** Contract with Mississippi State University/Research and Curriculum Unit for services rendered in the Jobs for the Future (JFF) grant award with MCCB- \$168,000.00.

Attachment 6 is the approval request for the 5-Year Capital Improvement Plan FY 2013-FY 2017.

In a motion made by Mr. Max Huey and seconded by Mrs. Patricia Dickens, the MCCB Board **voted unanimously** to approve the 5-Year Capital Improvement Plan FY 2013-FY 2017.

Mrs. Gilbert concluded her report.

Travel Authorizations

Chairman Hudspeth asked for requests to authorize travel reimbursements for events other than regularly scheduled Board Meetings.

In a motion made by Mr. Duncan McKenzie and seconded by Mr. Max Huey, the State Board **voted unanimously** to approve the per diem reimbursement for Chairman Hudspeth, Patricia Dickens, and Ed Perry's travel on June 29th to the MCCLA Leadership Academy at Eagle Ridge in Raymond, Mississippi.

OTHER BUSINESS

Dr. Mary Graham welcomed the Board and visitors to the Mississippi Gulf Coast and Dr. Ed Davis thanked the Board for the collaborative efforts to provide continued education.

ADJOURNMENT

In the absence of any further business, the meeting was adjourned at 10:25 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mr. Bubba Hudspeth, Chairman


Dr. Eric Clark, Executive Director

Exhibits:

Resolutions
Workforce Policy Manual
2011 Paramedic Curricula Revision
Career and Technical Education
Workforce
Grants/CRC Report
Academic Affairs
Research and Planning

Exhibits A1, A2, A3, and A4
Exhibit B
Exhibit C
Exhibits D1, D2, D3 and D4
Exhibits E1 and E2
Exhibits F1 and F2
Exhibits G, H, I, J
No Exhibit

MCCB Board Meeting Minutes
Friday, July 8, 2011

Technology
eLearning & Instructional Technology
Finance Report
Dr. Clark's Handouts & News Articles
May 24 Special Teleconference Agenda and Minutes
Dr. Scott Elliott

No Exhibit
No Exhibit
Separate Agenda

Exhibit K